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Assistant Public Printer (Superintendent of Documents)

U.S. Government Printing Office

## GPO Responds to Depository Library Council Resolutions

[This is the first of two reports on the Spring Meeting of the Depository Library Council to the Public Printer, April 13-15, 1981. The second report will appear in HIGHLIGHTS for June 1981.]

**RESOLUTIONS APPROVED BY THE DEPOSITORY LIBRARY COUNCIL TO THE PUBLIC PRINTER 10/1/80 WITH THE RESPONSES OF THE SUPERINTENDENT OF DOCUMENTS 4/13/81**

1. The Depository Library Council supports the GPO microform conversion program which affords depository libraries the option of selecting certain Government documents in hardcopy or microfiche. In particular, the Council would like to see the microform conversion program for Congressional committee publications expanded to encompass all Congressional Hearings and Committee Prints. It is the desire of the Council that all depository libraries have the opportunity to select this highly important category of materials and that no library be limited in its selections because of space or monetary constraints. Therefore, recognizing and responding to individual requests from depository librarians, a unanimous resolution from regional depository librarians meeting in Alexandria, Virginia, on September 28, 1980, and communications from other library associations and groups, the Depository Library Council recommends that depository libraries be surveyed to determine their individual selection needs for each committee's publications in either hardcopy or microfiche format, distribution of all Committee Hearings and Prints in the format selected to begin with the 97th Congress, 1st Session.

We surveyed the Depository Library Community for their preference of either hardcopy or microfiche format of Congressional Hearings and Committee Prints with distribution starting with the 97th Congress, 1st Session. 833 libraries responded with 45% selecting hardcopy and 55% selecting microfiche. The new prospect of availability in microfiche of Hearings and Committee Prints prompted 17% of those responding to select for the very first time these important publications, thereby broadening public access through depository libraries.

An economic analysis was prepared and presented on November 24, 1980, to members of the Public Printer's Council on Micropublishing. The analysis indicated there would be an estimated 1981 cost reduction of approximately \$350,000 to be realized by introducing a microfiche option along with hardcopy of Hearings and Committee Prints. The Council on Micropublishing responded with a positive recommendation to the proposal. On December 15, 1980, the Public Printer announced his decision "To convert to microfiche all Congressional Hearings and Committee Prints beginning with the 97th Congress.

2. The Depository Library Council desires that no depository library have to refrain from selecting available documents because of space constraints. The Council therefore urges that in the future, in addition to considering the cost savings to GPO of offering titles in microform, the impact upon space and the cost savings to depository libraries be considered of equal importance.



THE BUSIEST BOOTH AT MIDWINTER ALA where LSDS staff member Joe Mahar answers questions on GPO publications.

We are in agreement with this resolution and believe that further development of microform distribution will result in cost savings not only to Government, but to depository libraries as well.

3. Be it resolved that the Depository Library Council commends and expresses its appreciation to Carl LaBarre and Jay Young for their efforts in reorganizing and expanding the Library Division of the Library and Statutory Distribution Service. Council believes these actions will result in significantly improved output and staff in the Division.

The appreciation expressed by Council to the Superintendent of Documents and to the Director of the Library and Statutory Distribution Service for efforts to reorganize and modernize the Library Division is most welcome. Regrettably, the recent job freeze was imposed before completion of these efforts and may delay achieving some of the original goals.

4. The Depository Library Council recommends that GPO catalog and classify its own publications which are of general interest to libraries for distribution to depository libraries.

GPO will classify and catalog its own publications which are of general interest and suitable for distribution to depository libraries. We have treated in this manner the *Annual Report of the Public Printer*, and plan to continue this with the *PRF Users Manual* which will be available this summer.

5. The Depository Library Council requests that GPO survey new items rather than use the "classes added" method of distributing publications, except in those cases where such documents are determined to be "related materials" or a single publishing effort.

We will survey new publications that are unrelated to existing item numbers. We will only use the "Classes Added" method where it is appropriate. Also, steps are being taken to identify item numbers which happen to include related and unrelated publications. The April issue of *Public Documents Highlights* asks librarians to nominate the five most irritating item numbers. When we study these responses, we will resurvey and assign new item numbers.

6. The Depository Library Council recommends that GPO resurvey the microform offering of the GAO Legislative History File, in the variety of options feasible, with a clear description of its physical limitations and file size.

Assuming budgetary conditions allow, and if our supplemental request is approved, plans for distribution of the GAO Legislative History File will continue. A new survey will be conducted which will include a clear description of the image quality, with a sample law on fiche. It will be stressed in the description that the material leaves much to be desired, but that nothing better is available through GAO or GPO. We will also provide a disclaimer notice with this product. Covering material from the 65th through the 94th Congress, will be 20,000 laws in individual envelopes holding a total of 40,000 fiche. This works out to 70 linear feet. Distribution will take place at a rate of 2,000 fiche per month over a two year period.

7. The Depository Library Council recommends that GPO offer dual media editions of the *Congressional Record* bound edition, with text in microfiche and the index in bound form, and that this item be resurveyed.

We have taken a close look at the *Congressional Record* bound edition with its index to determine the most practical and economical method of distribution. Presently 657 libraries receive the *Record* in the hardcopy format and 694 receive it in microfiche. Making a third offering available (text in fiche, index in hardcopy), would generate additional expense for GPO. However, if we distribute the bound edition in microfiche only, and the index in hardcopy, a savings of approximately one million dollars per year would be realized. The Joint Committee on Printing is supportive of the *Record* being produced on fiche. Not only will a savings be realized, but the material would become available more quickly. Microfiche distribution of the *Record* would help decrease the cost of the depository program without cutting other services.

8. The Depository Library Council recommends that GPO send to regional libraries and state library agencies, on a weekly basis and as a separate and additional service, second copies of shipping lists which accompanied shipments mailed during the previous week.

Okay! We will distribute a second copy of the *Daily Depository Shipping List* to regional depository libraries. In order to keep mailing costs low, cumulated sets will be sent in the depository shipment mailed to regionals at the end of each week. State library agencies will be asked regarding their desire to receive this material; and, upon receipt of a positive response, will be included in this distribution.

9. The Depository Library Council recommends that the Library Division use established means of communication including the depository library inspectors, regional libraries, and state library agencies, to encourage the return of information, (e.g., the computerized item lists, vital to the depository library operation).

Communication between our Library Division and depository libraries has been strengthened by the assignment of publication responsibilities to the recently selected Administrative Librarian, Dan MacGilvray. Among other things, he is looking after the newly created Administrative Notes, the *GPO Cataloging Bulletin*, (being developed) and *Public Documents Highlights*, all of which are encouraging the flow of information (including printouts) from depository libraries. He will also strive to enlist greater cooperation in information dissemination from regional libraries and state library agencies, as well as from GPO staff to depositories.

10. The Depository Library Council requests a report from the Superintendent of Documents on the results of his study on the use of Selected U.S. Government Publications as a marketing tool for Government documents. The Council further requests additional information on the intended focus and audience for Selected U.S. Government Publications. The Council urges GPO to increase its marketing and promotional efforts in the sale of documents to non-depository libraries and to the general public.

The administration of the Selected U.S. Government Publications mailing list has been in the hands of a commercial contractor for approximately nine months. A part of this contract requires the matching of Selected List orders received against the mailing list and inclusion of this data on the customer record. A preliminary analysis has revealed that approximately 65% of Selected List orders are from customers who are on our mailing list. We are also aware that a large percentage of our Selected List customers never purchase publications through the monthly issues. At the end of the year, Selected List recipients who have not placed orders will be contacted in an effort to determine why they did not buy from GPO and what are their needs and interests which might be reflected in future issues.

We intend to also use the positive part of the mailing list (those who buy) as a mailing list for promotional flyers. This campaign will highlight Government documents and their availability through GPO.

The Selected List will continue to be mailed to any customer who requests it. We include it as a part of all our promotional activities.

# HIGHLIGHTS



GPO is always looking for means of extending our marketing and promotional efforts in the sale of Government documents. Recent agreements have been reached with Lockheed Dialog Information Retrieval Service to make the *Publications Reference File (PRF)* available on their system. We will also participate in their Dialorder Online Ordering Service which will allow any customer who subscribes to the Dialog System to place orders directly to GPO via the Online System. Both regular and priority processing of customer orders placed through this system will be provided.

11. The Depository Library Council recommends that the Office of the Public Printer observe procedures for determining which Government publications will be converted to microfiche for depository distribution, as outlined in the letter of August 29, 1980, to Mr. James Adler which was signed by Samuel Saylor and Gordon Andrew McKay. The Council wishes to emphasize the importance of the taking of the survey of depository libraries as a part of this procedure.

GPO has and will continue to observe procedures on microfiche conversion as outlined in the letter of August 29, 1980. There will be an economic analysis to determine if publications meet the criteria outlined, and a survey of depository libraries will be a part of the procedure.

12. The Depository Library Council recommends to the Public Printer that a meeting of regional depository libraries be scheduled to precede the April 1981 meeting in San Antonio, Texas, in order for regionals to discuss their problems and concerns. Discussion during the first session will be limited to regional depository representatives. There will be an open session provided for selective depository librarians to voice their concerns. The

session will be moderated by the Depository Library Systems Committee of the Council.

In response to the concern expressed by many regional librarians, and ably put by Chairperson Barbara Smith, the focus of the Spring meeting of the Depository Library Council is on regionals and their role in the Depository Library Program. This has been publicized in issues of *Public Documents Highlights* and in *Administrative Notes*. With this major theme for the three-day meeting, the need for a separate pre-Council session as in the recent past disappeared and none was scheduled.

13. The Depository Library Council commends the Public Printer on his publicity efforts and recommends that the GPO public service radio spots be distributed to all depository libraries for their use in publicizing the depository library program.

In response to requests from librarians for publicity materials suitable for radio public service announcements, a usable model of a 60 second spot announcement was published in the February issue of *Public Documents Highlights*. An article citing the value of radio spot announcements appeared in the same issue; and a contest was initiated to have depository librarians create 30 and 60 second radio spot announcements and send them to the editor. The best announcements will be chosen for publication in *Highlights* this summer for the use of the entire Depository Library Community.

14. The Depository Library Council recommends to the Public Printer that the sound recordings produced in conjunction with the Foreign Service Institute Basic Language Courses (Item 872-A) be made available for depository distribution.

GPO responded during the Fall 1980 Council Meeting to a similar resolution, Number 13, regarding distribution of non-print materials. In our response, we indicated that Congressional funding would be necessary if audio visuals were sent to depositories; and that pending clarification of the definition of the word "publication" our General Counsel advised we not attempt to distribute them to depository libraries.

The Foreign Service Institute has been asked, meanwhile, if they would be willing to supply Foreign Service Institute Basic Language Courses Sound Recordings at no cost to GPO. If their response is positive, we will undertake distribution of the sound recordings to the 594 depositories currently selecting the Basic Language Courses.

15. The Depository Library Council recommends to the Public Printer that he communicate with the Joint Committee on Printing with a view toward making briefs available for depository distribution.

On January 7, 1981, pursuant to this resolution, a letter went from the Superintendent of Documents to the Staff Director, Joint Committee on Printing, concerning Congressional Research Service Publications, such as reports and issue briefs. The Joint Committee on Printing was asked to advise the Government Printing Office as to the availability of such material for inclusion in the Depository Library Program. Bernadine Hoduski has been working on this and may be able to give us a status report during this conference.

# HIGHLIGHTS

16. The Depository Library Council recommends to the Public Printer that the Government Printing Office conduct a study to determine if all unclassified CIA materials received by Documents Expediting Service, Library of Congress, are also being sent to GPO for inclusion in the depository library system.

Responding to a communication from GPO in regard to this resolution, the Printing and Photography Division of the Central Intelligence Agency began in fiscal 1981 sending to GPO cumulative computer printouts of all unclassified materials that were authorized for release in either hardcopy or microform.

These printouts list the titles of unclassified CIA publications, their identification number, and a distribution list which includes the ordered quantity count for each recipient. One copy of each of these printouts will continue to be sent to GPO for the purpose of assuring that all of the CIA's unclassified documents are included in the Depository Library Program.

17. The Depository Library Council recommends to the Public Printer that the Flood Insurance Studies (Item 594-C) be included in the microfiche conversion program, the text to be converted to microfiche and sent together with the paper copy maps as a package, beginning no later than April 1981.

Evaluation of the Flood Insurance Studies on microfiche indicate that they are of acceptable quality for distribution to depositories. Regrettably, some of the contour maps do not reproduce well, and may prove illegible on fiche. Due to the considerable costs involved, these maps cannot be separated from the studies and distributed in hardcopy. We cannot bear the initial expense of creating the fiche. We have to encourage the originating agency to produce the fiche so that we can "ride" their requisition. Meanwhile, we will resurvey with more selective breakdowns by state.

18. The Depository Library Council finds the response to the request to publish the *Official List of Depository Libraries* in the *Government Manual* unsatisfactory. Council's intention was to have the list published in a widely available document. The *Directory of Federal Regional Structure* does not fall within that category. Therefore, we recommend that the Public Printer communicate with Mr. Robert E. Lewis, Director of the Presidential Documents Division, Office of the Federal Register, restating Council's position that the list be published in the *Government Manual* and Council's concern to reach the widest audience as soon as possible.

The Office of the Federal Register was again contacted regarding inclusion of the *Official List of Depository Libraries* in the *Government Manual*. They again declined to include it, but they agreed to have it appear in the *Directory of Federal Regional Structure*, where it will be included with the next edition.

19. The Depository Library Council believes that GPO, as the center of authority for the cataloging of Federal documents, has a responsibility to issue a cataloging bulletin in order to communicate GPO's cataloging rule interpretations and other detailed cataloging policies, so that catalogers in other libraries can be consistent with GPO policies. Users of the *Monthly Catalog* and on-line services which provide access to the GPO cataloging tapes



also need these interpretations and policies in order to search these data bases effectively. The Depository Library Council recommends that GPO issue a cataloging bulletin containing the information now issued internally as the *GPO Cataloging Manual*, and that GPO make this publication available as a depository and as a subscription item.

GPO recognizes its responsibility as a cataloging authority in the area of *Federal Documents*, along with the desirability of disseminating cataloging decisions, rule interpretations, etc. To enable the library community to better understand GPO cataloging policies and practices, steps are being taken by Dan MacGilvray and GPO Cataloging Librarians to format and publish a *GPO Cataloging Bulletin*. This publication will be made available to depository libraries at regular intervals.

20. The Depository Library Council commends the Government Printing Office for the reformatting of the *Publications Reference File*. The PRF, which gives current information on sales publications, has become an indispensable bibliographic source to depository libraries and their users. Council recommends the monthly distribution of the PRF to depository libraries.

At this time we cannot consider monthly distribution of the *Publications Reference File* to depository libraries. This type of service would increase our appropriated printing budget by \$85,335.47, and cause us to be in violation of the existing PRF contract. In addition, because of the number of fiche contained in a PRF set, contractors would experience extreme difficulty in meeting production and delivery schedules.

21. The Depository Library Council recommends the following enhancements to the microfiche edition of the Congressional Bills, beginning with the 97th Congress:

- (1) The microfiche should be numbered consecutively throughout both sessions of Congress, rather than starting the numbering over at the beginning of the second session;
- (2) In order to produce the interim Finding Aid rapidly and thus expedite shipment of the bills, the paper Finding Aid should cumulate throughout the first session, then begin a new cumulation with the second session, as is the current practice;
- (3) At the end of the 97th and subsequent Congresses, a final cumulation of the Finding Aid for the two sessions of Congress should be produced in microfiche;
- (4) A user's guide to the Finding Aid should appear in each issue.

Beginning with the 97th Congress, 1st Session, the microfiche on which the Congressional House and Senate Bills are listed, will be numbered consecutively throughout both sessions of Congress.

Individual Cumulative Finding Aids for each session of Congress will be produced as previously furnished in the past with three exceptions: (1) A table of contents will be listed in each Finding Aid for easy reference; (2) The number of columns used to display the individual bill or amendment number, fiche number, and X-Y grid coordinate will be reduced from "4" to "3" columns; and all Finding Aids will be accompanied by the Superintendent of Documents Microfiche User's Guide for Congressional House and Senate Bills, and instructions for locating X-Y grid coordinates; (3) Pages in the Finding Aid will no longer be color coded for specific categories of bills and amendments, but will be replaced by the table of contents.

A consolidated numerical sequence listing of bills introduced in the two sessions of Congress cannot be considered at this time because of insufficient staff and the limited storage capabilities of the equipment used to produce the Finding Aid. However, we will produce a two-part Finding Aid in one booklet that will list all bills and amendments for an entire Congress. Part one will list those bills and amendments introduced in the First Session, and part two will list those introduced in the Second Session. This document will be issued in both hardcopy and microfiche format.

22. The Depository Library Council commends the Government Printing Office for the "Keyword in Context Title Index" which first appeared in the July 1980 *Monthly Catalog*. The index is much improved over the sample presented to Council in April 1980. Since this is a trial index, Council recommends that GPO elicit user response via a questionnaire which is to be sent to all *Monthly Catalog* subscribers. The Bibliographic Control Committee of the Council volunteers to assist with the development of a questionnaire to be mailed shortly after shipment of the January-June 1980 semiannual index to the *Monthly Catalog*.

User reaction to the "Keyword Title Index" was solicited by GPO and the response has been overwhelmingly favorable. It is our feeling that a questionnaire is unnecessary at this time. However, should the Council's Bibliographic Control Committee presently feel a questionnaire is imperative, and would design such a questionnaire GPO will be pleased to distribute it to all depository libraries and to all subscribers.

23. The Depository Library Council recommends that GPO accept the classification numbers for the Serial Set as proposed by the Government Documents Round Table (GODORT) to GPO and outlined below:

Suggested Classes	Examples
Y 1.1/2: Serial Set .....	Y 1.1/2:12165
Y 1.1/3: Senate Documents.....	Y 1.1/3:95-21
Y 1.1/4: Senate Executive Documents.....	Y 1.1/4:96-AA

Suggested Classes	Examples
Y 1.1/5: Senate Reports.....	Y 1.1/5:96-11
Y 1.1/6: Senate Executive Reports .....	Y 1.1/6:96-17
Y 1.1/7: House Documents .....	Y 1.1/7:96-75
Y 1.1/8: House Reports.....	Y 1.1/8:96-21

Since some of the recipients of the Reports and Documents comprising the Serial Set will retain only the microfiche edition issue originally as House and Senate Documents and Reports, with the classification numbers for their individual series, Council recommends that GPO supply cardboard dividers with the following information:

- (1) Serial Set volume number;
- (2) SUDOCS class number of the House or Senate publications comprising that volume;
- (3) SUDOCS class number of the "Title page and Contents" microfiche for that Serial Set volume.

We have agreed to implement the GODORT Proposal pertaining to classification numbers for Congressional documents. This proposal has been adopted for all Congressional publications beginning with the 97th Congress.

GPO will also supply dividers for the microfiche edition of the Serial Set. This edition was issued originally as House and Senate Documents and Reports with classification numbers for the individual series.

The Serial Set dividers will include the Serial Set SuDocs classification number, volume number, and the inclusive report of document numbers for that volume equivalent. Although the "Title Page and Contents" microfiche for that volume will have a unique SuDocs classification number, the number will not appear on the divider itself, since it appears on the appropriate fiche.



The above title with the great graphic is the attractive logo of the new newsletter produced by the Government Documents Round Table of Michigan.

# HIGHLIGHTS

24. The Depository Library Council is concerned that GPO's present policies do not provide for correction of all errors in the cataloging records in the OCLC data base or in the tapes distributed by the Library of Congress, even if errors are discovered and corrected either prior to or following production of the *Monthly Catalog*. Council recommends that all corrections made in the *Monthly Catalog* be transmitted to OCLC, and that GPO seek a mechanism by which corrections can be distributed in machine-readable form to purchasers of the GPO cataloging tapes. As a means of distribution of these tape corrections, Council notes that the Library of Congress has, twice in the past year, offered to distribute tapes of corrections. We feel that it is essential for GPO to correct its AACR II records as soon as errors are discovered.

In consultation with Judy Myers and GPO staff members after the 1980 Fall Council Meeting, a series of guidelines and procedures were designed which would allow corrections to GPO data to be disseminated to the public. A series of new problems were identified during our attempts to integrate the new procedures with existing software. We have identified the new problem areas and are moving toward resolution. As soon as clearance to proceed is received, we will begin processing corrections for general distribution.

25. The Depository Library Council recommends that GPO not limit its search for an automated cataloging system to the three proposals presently being reviewed. We recommend that GPO issue a general request for proposals to the public and to the cataloging utilities.

We have expanded our search for a suitable approach to accomplish our automation project. We have investigated numerous resources and utilities in addition to the original three. However, most are not equipped to meet the level of sophistication which we require. The Washington Library Network has been identified in this search as an alternative approach and their software package has been included in our plans for further study.

26. Whereas, The Government Printing Office has been given statutory responsibility (Title 44, sections 1710 and 1711) for providing a comprehensive master catalog of U.S. Government publications, and

Whereas, The U.S. Government publications user community needs a standardized system of access, both bibliographic and subject, to all Government publications, and

Whereas, GPO is complying with the internationally accepted code of cataloging rules (AACR II) and the federally and internationally accepted MARC format (which has been promulgated by the National Bureau of Standards as the standard Federal format for machine-readable bibliographic records), and

Whereas, Individual U.S. Government agencies have particular subject expertise which is directly applicable to developing a standardized subject access system and to provide both bibliographic and subject input to a master catalog of U.S. Government publications (cooperative cataloging), and

Whereas, A cooperative system of standardized input to a master catalog of U.S. Government publications will (1) eliminate duplicate processing and (2) reduce the time and effort required

to produce the catalog, thereby reducing the cost of its production, at the same time making it a more useful tool, available to the public in a more timely manner,

Therefore, The Depository Library Council recommends that GPO in consultation with the Joint Committee on Printing and the Federal Library Committee, prepare a plan for the development and production of a master catalog of U.S. Government publications, utilizing standardized cooperative cataloging from all appropriate Government agencies, including, but not limited to the following: The Senate Library, National Technical Information Service, Department of Energy, Department of Defense, National Aeronautical and Space Administration, and the National Bureau of Standards.

We are discussing the possibility of shared cataloging of technical report literature with the Department of Energy Technical Information Center at Oak Ridge, Tennessee. We are actively exploring a possible cooperative cataloging venture with the National Technical Information Center, NASA, and the Department of Energy. In addition, consultations have also taken place with the Library of Congress, Federal Library Committee, Joint Committee on Printing, National Commission on Libraries and Information Science, and others on defining the best means of developing a shared cataloging project or network within the Federal sector. We expect these discussions to continue and will report on developments as they occur.



## Monthly Catalog Corner

Serials cataloging at the Government Printing Office entered a new phase in late 1980 when GPO became a member of the Conversion of Serials (CONSER) Project. As a CONSER member, GPO cooperates with other major libraries in the United States and Canada to maintain an authoritative and up-to-date file of serial records on OCLC.

A further step will be taken this summer when GPO becomes the center of authority for Federal document serials cataloging. GPO will then assume the responsibility for authenticating CONSER document records. At the same time, GPO will begin cataloging Federal document serials for LC's Serial Record Division.

Another cooperative effort is planned with the National Serial Data Program (NSDP), which is the United States center of the International Serial Data System (ISDS) in Paris. Their primary function is to assign key titles and ISSN numbers to serials. GPO hopes to take over this responsibility for Federal documents later this year.

In January 1981, GPO began establishing monographic series for the Library of Congress through the Name Authorities Cooperative Project. This will assure uniform treatment of series by GPO and LC.

Serials cataloging has experienced some very major changes as a result of AACR 2. Serials are now to be cataloged under the same rules which apply to monographs. There are no longer special rules for main entry. Serials may be entered under person (in the case of compilers), corporate body, or title, according to the rules in chapter 21 of AACR 2. Because the rules restrict corporate main entry, almost all monographic series as well as most serials will be entered under the title. The concept of "generic" titles has been dropped.

The problem of distinguishing between different serials and series with identical titles is not addressed in AACR 2. Thus, the Library of Congress and the National Library of Canada

agreed to adopt the policy of assigning uniform titles based on Rule 25.5. The uniform title will be used in cases of actual conflict between serials. It will consist of the title proper plus either the corporate body, place of publication, or some other identifying information enclosed in parentheses. The uniform title will print in the standard position for uniform titles.

An important change in the transcription of the title is going to result in many titles being entered subordinate to main titles, previously treated as series. An example is "Current industrial reports." A title such as "Glass containers" (C 3.158:M 32 G) will now be entered as "Current industrial reports. M32G, Glass containers." "Current industrial reports" will no longer be treated as a series and will not be found in the series index.

The rule for changes in title proper is going to result in many new records being made. However, the concept of fluctuating titles, although not included in AACR 2, will be retained for monographic series.

Other changes affecting the appearance of serial records are the addition of a statement of responsibility when one exists, and the inclusion of ISBD(S) punctuation. The concept of prescribed sources is going to result in far more bracketing [one of the more negative aspects of AACR 2!].

A major problem has been encountered when attempting to convert existing OCLC records to AACR 2. Changing records from author to title main entry, or adding uniform titles, can affect the number of records needed in OCLC. GPO is currently working with CONSER and LC to resolve some of these problems.

With the change to AACR 2, GPO reevaluated some of its policies concerning serials. One major change is that all basic manuals will be cataloged as monographs (Prior to 1981, those sold as GPO subscriptions were treated as serials). The ones which are subscriptions will be retained in the Serials Supplement, but will be cataloged as monographs and include the date of the latest edition.

Another change is that GPO will no longer use the serial record for a monographic series to produce records for individual titles to be included in the Monthly Catalog. As a result, individual titles of series such as "Current population reports" and "Background notes" will each have their own record on OCLC.

The Serials Supplement is currently in the process of being recataloged and should be issued this summer. In addition to the changes in cataloging already mentioned, there will be a new section. This will be a separate section of catalog entries for numbered monographic series. It will be arranged by title rather than SuDocs class, as not all series have their own class. We anticipate this section to be rather limited in the 1981 Supplement due to a lack of time and of staff to catalog series. However, it should grow from year to year and, hopefully, will provide valuable information for documents librarians.



# QA

## Questions and Answers

Q. Has the membership of the Joint Committee on Printing changed with the advent of 97th Congress, First Session?

A. Yes, the membership has changed with the incoming Congress. The Committee has been enlarged from six to ten members; and its structure is as follows: Charles McC. Mathias, Jr., Senator from Maryland, **Chairman**; Augustus F. Hawkins, Representative from California, **Vice Chairman**; Howard W. Cannon, Senator from Nevada; Wendell H. Ford, Senator from Kentucky; Joseph M. Gaydos, Representative from Pennsylvania; Newt Gingrich, Representative from Georgia; Mark O. Hatfield, Senator from Oregon; Ed Jones, Representative from Tennessee; Lynn Martin, Representative from Illinois; John W. Warner, Senator from Virginia. The **Staff Director and Associate General Counsel** is Gordon A. McKay; and the **Deputy Staff Director** is Faye M. Padgett. Their mailing address is:

Joint Committee on Printing  
Committee Room S-151  
The United States Capitol  
Washington, D.C. 20510

Phone: (202) 224-5241

## WORKSHOPS



1981 PARTICIPANTS IN GPO's Library and Statutory Distribution Workshops



## Our Best Effort!

[Displaying documents and losing documents sometimes go together. Here is one librarian's novel solution to this perennial problem. Keep your "Best Efforts" coming for HIGHLIGHTS readers!]

One of the factors which is generally attributed to the apparent low use of Government documents is lack of pub-

licity. This situation is further worsened in those libraries where documents departments are pushed into some remote corner, or into a basement where they have low visibility, remote from direct contact with principal public service departments.

Few are the libraries where Government documents are considered a source valuable enough to be treated

on an equal basis with books and paid serials. To publicize the useful information contained in the public documents has been a matter of great concern to most documents librarians: especially now when most libraries are faced with cuts in book and serial budgets.

As a means to promote such use, and to lure the patrons into the Documents Division of the Oregon State University Library, I started displaying some selected popular documents on a vertical 36" x 64" display stand which has five shelves. About twenty to twenty-four titles were displayed each time and replaced at six week intervals with new titles.

However, during each display, we averaged a loss of four to five titles. After a temporary interruption due to this loss of material, we made another start. This time, instead of displaying the original documents, I photocopied the title pages of some representative documents and placed them on the display stand. The stand was also relocated to a strategic point likely to capture attention from oncoming pedestrian traffic.

The results have been terrific! Most of the titles remain in heavy demand during the period of display. We also have an opportunity to help patrons with related materials on a given subject. In this process, the patrons become aware of a valuable information resource; and, significantly, they become aware of our existence in the Library!

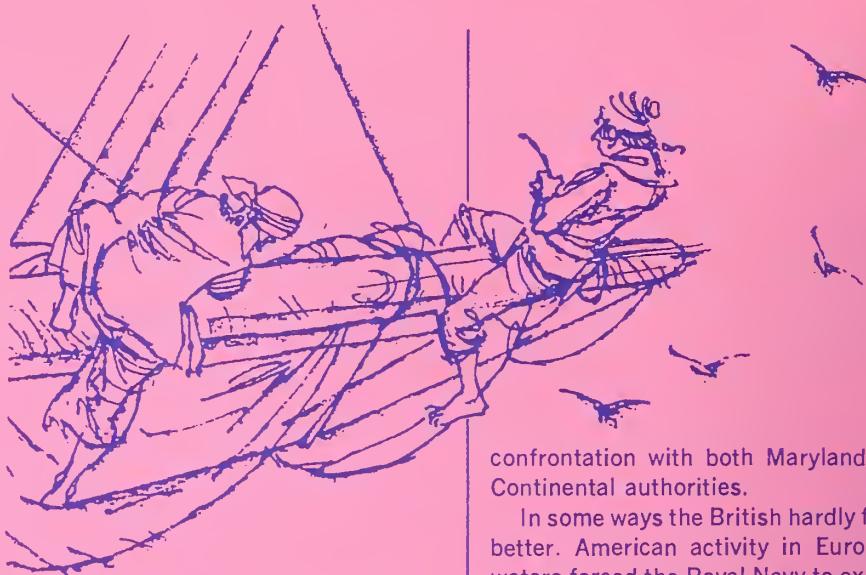
Now we are not losing any material from our display since few are likely to walk away with a photocopy of a title page. Display pieces locked up behind glass doors seldom get due attention. But the vertical display stand placed in a thoroughfare is likely to lure the public; and we have found it an excellent advertisement to combat lack of documents awareness.

Harbans S. Chona  
Documents Librarian  
William Jasper Kerr Library  
Oregon State University  
Corvallis, Oregon

## Document Review

[HIGHLIGHTS welcomes short reviews by depository librarians of significant recent documents. Just send them typed double spaced to the Editor. Our most recent contribution is by Donald Voorhees, Reference/Documents Librarian, Arthur A. Houghton, Jr. Library, Corning Community College, Corning, New York.]

*Naval Documents of the American Revolution, Volume 8: American Theatre, March 1, 1777–April 30, 1777; European Theatre, January 1, 1777–May 31, 1777; American Theatre, May 1, 1777–May 31, 1777.* Edited by William James Morgan. (Washington, D.C.: Naval History Division, Department of the Navy, 1980.) Pp. 1184. \$24.00. D 207.12: 8. Item No 399-D. (Available through GPO Bookstores, Stock Number 008-046-00080-8. Preceding volumes also available.)



Students of the naval phase of the American Revolution will not be disappointed by this latest addition to the Naval History Division's compilation of documents. As rich in variety and scope as its predecessors, this volume presents a comprehensive selection of materials from archives in both the United States and Europe. Every conceivable topic is covered from the activities of the Continental Marine Committee to the performance of privateers, state and Continental naval vessels. The collection is made even more valuable by the inclusion of correspondence from such notables as George Washington, Benjamin Franklin, the Comte de Vergennes, and Lord Howe.

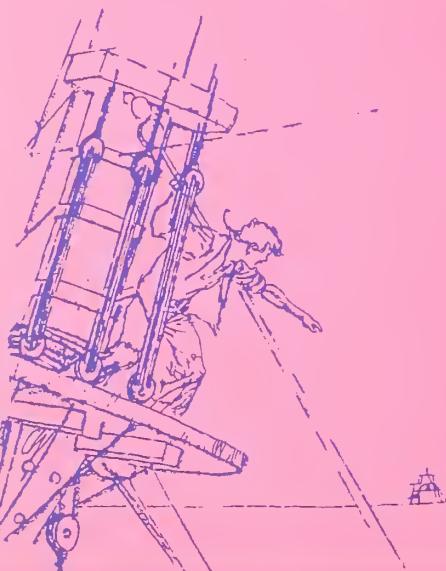
Following the lead of previous volumes, a fine balance between British and American materials has been maintained. From an American viewpoint, the Spring of 1777 was bleak indeed. British occupation of Newport and control of surrounding waters continued to trap Commodore Hopkins' Continental ships in the Providence River. Further south, the Pennsylvania State Navy was being built to prepare for the expected assault on Philadelphia. Obtaining crews for these ships was an acute problem as the better pay and less harsh conditions of privateer service attracted the best men. Many commanders, notably Captain James Nicholson of the frigate "Virginia," resorted to heavy handed use of press gangs, an act which brought him into a serious

confrontation with both Maryland and Continental authorities.

In some ways the British hardly fared better. American activity in European waters forced the Royal Navy to expand its convoy and patrol duties. Even linen ships from Dublin bound for England were placed under convoy. As Franklin commented, "it is extremely mortifying to proud Britain that all her boasted naval power cannot prevent her being insulted on her own coasts." Particularly galling was the capture of the mail packet "Prince of Orange" in the English Channel by the Continental lugger "Surprise" under Captain Gustavus Conyngham. His hardly tactful act of sending his prize into the port of Dunkirk nearly resulted in war between England and France.

These and many less important issues are presented in great detail. Log entries of daily operations, muster rolls, and ships' manifests all reveal what it was like to be at sea in this era. Particularly interesting is an appendix taken from the records of Lord Howe which lists ships captured (and often recaptured) by the Royal Navy's American squadron during the first half of the year.

All material is presented in chronological order and is divided into American and European theatres of operations. An excellent index provides ready access to individual documents; and a descriptive list of illustrations is also useful. For this volume, five additional manuscript collections not represented earlier are included. Without question, this work and its companions are essential tools for anyone interested in naval or diplomatic history.



## GPO Graphics Praised

[GPO's Typography and Design Division has long regarded HIGHLIGHTS as a labor of love. Your editor has only asked that they try to capture some of the imaginativeness met with in depository libraries across America. The following letter eloquently says that GPO graphics have not gone unnoticed!]

I just wanted to send you a word (or words) of praise on your use of graphics for the past year, and more: FAR OUT!

If you care to share your secret source of these outstanding images, I would greatly appreciate it, as I edit a local Sierra Club newsletter, and would like to brighten its pages, as you have done in *Public Documents Highlights*.

Sincerely,

Jay S. Gertz  
Documents Librarian  
D. Hiden Ramsey Library  
University of North Carolina  
at Asheville

## Can You Help?

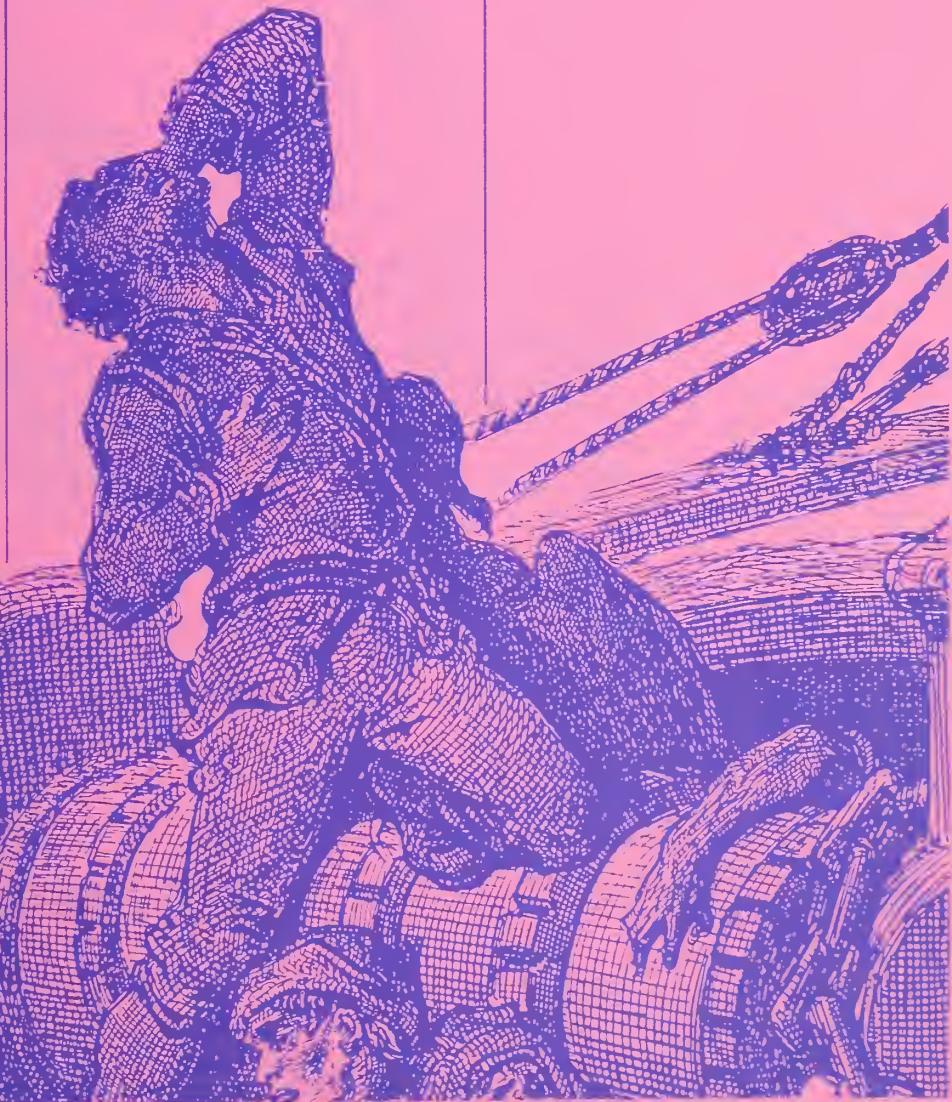
[The following call for assistance has come to HIGHLIGHTS. Perhaps some documents people would be willing to share the experience of their libraries with the writer.]

"I am interested in hearing from documents librarians at libraries which are currently selectively cataloging Federal documents through OCLC, and producing cataloging records which assign the Superintendent of Documents classification rather than an LC or Dewey Decimal classification. I am anxious to learn of both positive and negative experiences with the process and the end product. Knowing full well how busy

documents librarians are, I only request that they identify themselves to me as having experience with this cataloging approach. I will then call or contact them with specific questions.

"Thank you for your help."

Ms. Roseann Bowerman  
Documents/Reference Librarian  
Linderman Library 30  
Lehigh University  
Bethlehem, Pennsylvania 18015



## Nominate the Top Five Irksome Item Numbers!

Item numbers when they cover more than one publication should contain related publications. We realize that over the years when the "classes added" method was used to bring publications together under the same item number, the results sometimes proved unsatisfactory. Depository librarians have told us certain clustered item numbers are a real pain.

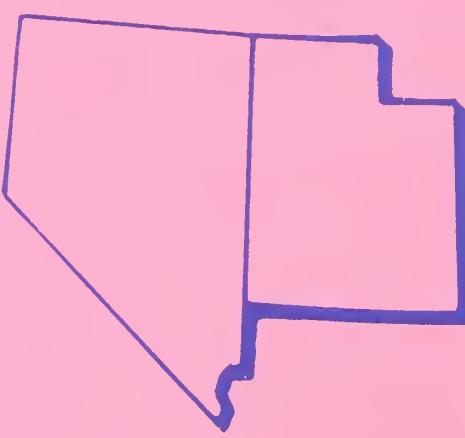
To help GPO eliminate such irritating item numbers, we ask librarians to nominate their top five candidates for subdivision. Just choose the five item numbers that irk you the most and send the list to the Editor of HIGHLIGHTS. In the August issue we will identify the top five villains and inform you of their fate.



## M-X Missile Bibliography Offered to Librarians

Steven D. Zink, Regional Depository Librarian with the University of Nevada/Reno, has prepared an extensive ten page bibliography of documents relating to the proposed M-X Missile System (with special emphasis regarding its impact on Nevada and Utah). He is willing to send a copy to interested librarians. Just drop him a note and ask for the "M-X Bibliography" (two 18 cent stamps would be welcome).

Mr. Steven D. Zink  
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